



## **CUPAR DANCE CLUB HANDBOOK**

**NOTE: YELLOW HIGHLIGHTS INDICATE CHANGES FOR THE UPCOMING SEASON THAT WERE MADE AT THE EXECUTIVE TABLE**

### **MISSION STATEMENT:**

To introduce people of all ages to the art and activity of dance. Installing discipline and passion into many different forms and providing a fun atmosphere for competitive classes. Our goal is for every dancer to develop confidence, coordination, strength, creativity, grace, rhythm, self-esteem, self-discipline, technique, and an appreciation for music and dance in a fun, energetic atmosphere.

### **OUR INSTRUCTORS:**

#### **Miss Ellie (Geber)**

Miss Ellie began her dance journey at the age of 3, joining the Cupar Dance Club at the age of 9, where she continued dancing until she completed high school. During her time at Cupar Dance Club, she attended classes and took on the roles of teaching the combo group and assisting with various classes for several years. She received training in a diverse range of styles including Tap, Ballet, Jazz, Hip-hop, Lyrical, Point Ballet, Contemporary, and Modern.

Currently, Miss Ellie is an active member of the Regina Balaton Hungarian Dance Group, where she has been immersing herself in her cultural heritage through travel and dance since the age of 10. She has participated in workshops and learned choreography across Western Canada and Hungary.

Miss Ellie's passion for working with youth blossomed during her time at CDC, where she found joy in assisting and teaching classes. While pursuing her education degree at the University of Regina, she shared her love for dance by teaching in Avonlea for 3 years, staying connected to the dance community. Miss Ellie is delighted and honored to have returned to Cupar Dance Club.

#### **Lily Kary**

Lily began dancing at the age of 3 and trained at En Pointe Dance Studio in ballet, tap, jazz, hip hop, acro, lyrical, and contemporary. She also holds her CDTA Elementary Jazz Certificate.



Currently in her fourth season with the CFL's Saskatchewan Roughriders Cheer Team, Lily performs at game days, community events across Saskatchewan, and the annual Grey Cup Festival.

Lily is passionate about dance and excited to share that passion with our dancers.

Miss Lily will be teaching all ages, with a focus on jazz and a variety of other dance styles.

### **CLASSES OFFERED:**

#### **COMBO**

This is a 30 minute fun introduction to movement, motor skill development, and creative expression. Introduction to dance incorporating basic rhythms, movement, patterns, and creativity while learning to follow a teacher's directions and engaging in a social situation. Ages 3-5.

#### **BEGINNER TAP/BALLET**

Two 30 minute classes. The dancers will do two routines in this class, one ballet routine and one tap routine, only one costume will be used for both the dances. This class is designed to offer a bridge between combo and junior level classes. Ages 5-6 or teacher's discretion.

#### **BALLET**

Ballet is the fundamental of all dance forms. This class offers coordination, grace, discipline and poise, just to name a few. Dancers will learn balance, control, strength, and an appreciation for this beautiful art. Ballet is strongly recommended as the difference it makes in each dancer is undeniable and brings out their best work in every other style. Ballet is mandatory for any dancer wanting to take jazz. Dancers must have 1 year of ballet before enrolling in lyrical. Ballet is also mandatory for any dancer wanting to do a solo or duet of any kind.

#### **PRE-POINTE/BALLET TECH**

The purpose of this class is to provide an introduction to pointe. It will focus on strengthening required muscles and ballet technique, to prepare the dancer to be on point shoes. Pointe shoes are not required for the beginning of this class, when the dancer is physically ready to be on them, the teacher will notify them/their parents. This class is offered to intermediate and senior level dancers who are in a regular ballet season class.

#### **JAZZ**

Jazz incorporates isolations, turns, leaps, kicks, flexibility and combinations. Jazz is always a work out and a favorite among many dancers. Additionally, enrollment in Ballet is required to strengthen technique for the benefit of the dancer.

#### **TAP**

This class teaches rhythm, foot patterns and coordination. Tap can take on many different styles and techniques from soft music to hard rock. Tap is guaranteed to be a fun and energetic class!



## **HIP HOP**

This form of dance originated in the 1970s and is the culture from where rap emerged. Hip Hop dancing incorporates the beat and syncopation of the music through body movement. Hip Hop builds creativity, coordination, and musicality. Ages 6 +. Conditioning is not required for this class.

## **LYRICAL**

Lyrical is a combination of Ballet and Jazz using interpretation and storytelling through movement. Expression and emotion are an important part of a lyrical performance. It is a requirement for students to have 1 year ballet as a prerequisite, as well as continued ballet and jazz training. Availability will be based on enrollment and prerequisites met. Ages 12+

## **MUSICAL THEATRE**

Musical Theatre combines the art of dancing with the theatrics of Broadway theatre. Dancers become a character to convey a story through dancing, acting and lip syncing. 1 year jazz prerequisite experience is required along with on-going jazz training. Age 9+.

## **MODERN**

Modern dance, theatrical dance that began to develop in the late in the 19th century, growing in popularity and receiving a widespread success in the 20th. It began as a protest against classical rules of ballet and has recently been given a technical syllabus with the CDTA. Modern is available for Inter I and senior level classes with continued Jazz and ballet training.

## **CONTEMPORARY**

Contemporary dance is a style of expressive dance that combines elements of several dance genres including modern, jazz, lyrical and classical ballet. Contemporary dancers strive to connect the mind and the body through fluid dance movements. Contemporary is available for inter I and senior level classes with continued jazz and ballet training.

## **ACRO**

AcroDance is a style of Acrobatics used specifically for dancers. It is a genre of dance which incorporates elements of gymnastics, jazz, balancing, tumbling, and basic contortion. Students learn Acrobatic tricks such as handstands, cartwheels, chest stands, elbow stands, walkovers, side and front aerials and tumbling. Trick movements are usually executed slowly to emphasize gracefulness, body lines and picturesque extension. AcroDance offers more depth and variety to your choreography and creates a much more versatile dancer. To master an AcroDance trick, students must develop a good foundation of strength and flexibility, thus emphasis is placed on extensive conditioning and stretch and strength training.

## **Body Conditioning/Turns and Progressions**

This class focuses on body strength and conditioning geared towards the needs of a dancer. This includes cardio-vascular endurance, lean muscle building and toning, and plyometric



training. Dancers will also have the opportunity to learn and perfect new turns, jumps and progressions down the floor, it also allows us to continually focus on basic training (barre work, technique and extension) during the busy choreography and competition season. You will learn how to safely engage and utilize the muscles you need specifically for dance training. This class will be mandatory for any dancers competing in Open categories. For all junior and intermediate dancers, conditioning will be combined with Acro class. **This class will be mandatory for any dancers in junior to senior dancers.**

*\*Portions of this class may be used for choreography clean up and prep for competitions.*

### **SOLO, DUO and TRIOS:**

Solos, duos, and trios are for those dancers that want to learn additional dances to perform at competitions. These are not administered by the Cupar Dance Club, but are directed by the instructors. Thus, fees, costumes, music, etc...are all directly planned in collaboration of the instructor and the participating dancer/parent.

Students and parents initiate their participation via sign-up sheets that are posted on the studio bulletin board each fall. Sign up is recommended as soon as possible. Deadline to register will be end of October (see bulletin board or calendars for exact date). Once everyone is signed up, the instructors will advise which teacher will be working with your dancer. At that point you can start discussing music and costume choices with your instructor (final approval is at discretion of instructor). Each solo, duo or trio will receive three lessons (the dates will be scheduled in the yearly calendar)

Lessons are broken down as follows:

- o Lesson one - learn the first half of the routine;
- o Lesson two - learn the second half of the lesson; and
- o Lesson three – clean up the routine!

Costs:

- Will be determined by Instructors and communicated on an annual basis.

Payments can be made as a lump sum at the first lesson or in a 1/3 payment per lesson.

\*NO late payments or you will not receive your next lesson

\*If a private lesson is missed a non-negotiable fee is due immediately to the instructor

These costs cover class time (3 lessons), choreography, travel costs, and competition support.



*Please see the CDC website for more information and forms*

## **DANCE CLUB GENERAL INFORMATION**

The purpose of this section of the handbook is to give a reference for the parents and students of Cupar Dance Club about the workings of the Club and expectations. It will give an outline of what events occur throughout the year and understanding of how decisions are realized within our club.

### **Annual General Meeting**

There is a General meeting held at the beginning of each dance season. The meeting is conducted by the dance club executive with the opportunity for all dance club parents to learn more about the upcoming dance season, to hear the minutes and finalize the prior year, as well as have an opportunity to provide feedback and if necessary, vote on changes or new ideas presented. This meeting also outlines budget and expenses for the year. This meeting is usually in conjunction with a registration night where payment for classes can be submitted to the treasurer.

### **Club Executive**

The Cupar Dance Club is directed by an executive board made up of parent volunteers and the instructors. The executive board conducts its practices based on the best interests of the club and its dancers. Executive Board structure will be outlined on the club website. Each Executive Officer will have a two-year term, followed by nominations/elections at the AGM. Often nominations/elections for different roles will have different election years.

### **Dance Days and Times**

Classes will be run at Dysart Community Centre. Class schedules may change each season depending on enrollment and teacher availability. Classes will begin in September and continue through until May. Classes range in length from 30 minutes to 1 hour. The length will be decided by the instructor and communicated in the schedule. Competitions are held throughout March and April. This year's recital will be noted on the annual calendar. Once the final schedule is confirmed, there will be no revisions. Depending on demand, there may be dance camps and spring sessions offered during the spring/summer months.



## **Fees**

Fee structure and amounts are reviewed and determined on an annual basis, taking into consideration a number of different factors. Some of those factors are; budget from previous year, expenses, travel/mileage for the instructor, rent costs of building, insurance and student enrollment. Any unpaid fees from the previous year must be paid before the student starts a new season.

## **Dropping Classes**

Dancers are encouraged not to drop classes that they have registered for. The reason for this is due to the entire dance season schedule being developed based on enrollment numbers and registration details. However, the CDC understands that there are circumstances that require it. Here are the guidelines for dance families to follow should they be required to drop a class:

- Provide as much notice as possible to the dance club, emailing [cupardanceclub@sasktel.net](mailto:cupardanceclub@sasktel.net);
- The CDC Executive will notify the Instructors, however if your dancer would like to inform Instructors at the studio, in addition to the email, that is appreciated as well.

### Fees/Administration:

- Dancers that are trying out classes at the beginning of the season and decide to drop, must do so by the drop class date as indicated on the annual calendar (typically 2-4 weeks after classes have begun depending on that seasons calendar).
- An Administration/Instruction Fee for the drop will be a pro-rated amount equal to number of classes held prior to drop date (based on the cost of the full classes). Example: \$300 class = drop fee of \$20.00 (based on a 30 week dance season)
- Refunds for dancers that have fully paid fees for dropped classes will be provided if requested to Cupar Dance Club prior to the Drop Class Deadline. This refund will be less the Administration/Instruction Fee.
- There will be no refunds for classes dropped after the Drop Class Deadline.

Note: if a student drops a pre-registered class and there is impact to class enrollment numbers, affecting the viability of running that class, there may be a class cancellation, in addition to a potential schedule change for the club.

Example: There are only four dancers in a Hip Hop class. One dancer drops out. The class may be cancelled. If a class is cancelled for the season, that may impact and cause some changes to the dance schedule.

## **Cancellation of Season**

Should any unforeseen reason (global pandemic) require a dance season to be cancelled, the following refund structure is in place based on timing of season cancellation:



- September to December 31<sup>st</sup>: all pro-rated and paid fees will be refunded after studio expenses;
- January 1<sup>st</sup> to end of season: 50% of paid regular fees will be refunded after studio expenses.

### **Fundraising**

Fundraising is essential to keeping our fees low. It is mandatory to participate in all fundraisers, either by way of volunteering your time and/or by marketing and promoting the various sales and events that we have throughout the year. The dance club fundraises to maintain the dance studio, pay for insurances and administration items, pay for the photo day sitting fee, and to cover the wages and mileage of the instructors for all dance competitions, rehearsal days, and photo days.

\*Combo dancers are only required to participate in the Bottle Drive and the Spring Plant Sale

There is also a Buy Out option, to opt out of fundraising activities. The Buy Out options includes a payment of \$400 per dancer or \$700 per dance family (if there are more than two children dancing). This option must be selected by September 26th the current dance season.

### **Dance Schedules**

Dance schedules will be distributed via email and attached to our Facebook page and website. The schedule is created by the instructors. We strive to work around other organized sports but are not always able to accommodate individual student requests. Please note, the club tries its hardest to schedule a large group of dancers as best they can and cannot accommodate all situations that may arise for scheduling.

Note from above: if a student drops a pre-registered class and there is impact to class enrollment numbers, affecting the viability of running that class, there may be a class cancellation, in addition to a potential schedule change for the club.

### **Student Placement**

Students will not automatically be placed into a dance group based on age. The groups will be based on years of dance and abilities. The dance groupings (Beginner, Junior, Intermediate, Senior) are levels of dance not grades in school and the instructor(s) will place students where they best see the student fit. Some students may move up to a higher grouping before others as students may progress at different times and need to continually be challenged. As well, a student wanting to try a new style of dance such as tap after only taking jazz and ballet may be placed in a lower level because they have not had the training other students their age have already achieved.

### **COMBO**

- Combo classes will not attend competition. Combo will participate in the recital.



- Combo families are asked to ensure their child has used the washroom prior to class.
- Combo dancers are only required to participate in the Bottle Drive and Spring Plant fundraiser. Additional participation in fundraisers is welcome but not required.

### **BEGINNER**

- Beginners will attend two competitions.

### **ALL OTHER CLASSES**

- Student classes will be based on CDTA syllabus in the level based on class ability.
- Competing at four competitions each year, (depending on age/level and at the instructor's discretion) attendance is mandatory.
- Poor attendance throughout the year may cause students to not be allowed to attend competition at the instructor's discretion, or students may be removed from choreography.
- Families of younger students are asked to ensure their child uses the washroom prior to class and bring a water bottle

### **Dress Code/Studio Expectations**

A Dancer/Parent contract will be sent out prior to classes starting and all students and parents will be required to sign and follow the outlined rules and regulations for the current dance year. This is to hold everyone accountable for their attendance and commitment to the Cupar Dance Club, and to make sure everyone understands what is expected of them.

Students are to come to class five minutes early so they are dressed and ready to go when classes begin. Hair is to be tied back for all classes and must be worn in a bun for ballet. Dancers will be asked to tie hair back appropriately before entering class (leave extra hair elastics in bag). Students are to be wearing dance wear only. Classes such as Hip Hop and Acro/Conditioning have exceptions to allow yoga wear. Your child will be asked to sit out of class if not dressed appropriately. Absolutely no jeans or baggy clothes.

Items left in the studio will be placed in a lost and found bin, however this bin is emptied at the end of every month. Please go through the bin periodically and take what is yours. Anything left at the end of each month, will be donated to goodwill.

Tardiness and excessive absences will not be tolerated as it is disruptive to the whole class. Two or more unexcused absences will be immediately addressed by the instructor and the executive and may result in a dancer not attending competitions, being removed from choreography, or having their solos/duos removed from competitions. We encourage you to make dance a priority over other sports that have replacement players. (Note: Covid-19 Guidelines prevail when in effect)



The studio is cleaned by our dance families. Please ensure your children pick up after themselves if they are having snacks, a meal, and ensure they keep their dance bags, jackets, and shoes in order as well. When the club runs two classes at a time, there are times before and after classes where 4 different groups of students are entering and exiting the studio. Please remind your children to be respectful of the space we have, to be considerate of the classes underway in the studio classrooms, and to please avoid the hallways at all times, unless going to class.

The club accepts no responsibility for your child before and after class has let out so please ensure you are there or they know where to go.

### **Dance Competitions**

Dance competitions will be determined by the instructor(s) with consultation from the dance club executive. There are many dance competitions throughout the province that our club is eligible to attend. Some competitions do require an invitation, some require the teacher to be a member of the CDTA, and some have open registration. For these reasons, we leave that decision mainly up to our instructor(s) but do encourage feedback. If there is a competition you are interested in or want to suggest, please feel free to share it with the executive.

Each competition varies on how it is run and how it is adjudicated. Please be mindful that not all competitions will have the same outcomes. There may be various levels within each age group (beginner, intermediate, novice,) or it may just be grouped by age (ex: Jazz age 9-11). The dance teacher will place each dance group in the level they feel appropriate for each competition. Once competition dates are announced, you can always use our Facebook page to share information and ask questions. There are many parents who have attended various competitions and have a wealth of knowledge.

The dance instructor(s) will do their best to give the club as much advance notice as they can for the competitions so parents can make arrangements for their children and book any accommodations, depending on where the competitions are hosted.

Winnings from competitions: If a dance group wins a cash prize from a competition, the award will be paid directly to the club with recognition to the winning dancers at the discretion of the executive. Solo, duo or trio monetary awards, may be kept by the individual dancers. The Executive will decide what to do with the winnings from all four competitions at the end of the final dance competition of the season. This decision will then be shared with those impacted.

Participation in overall awards ceremonies at the close of a competition is an important way to represent CDC. Each grouping of students (Beginner, Junior, Intermediate, Senior) will each be asked to represent CDC at the closing awards ceremony at 1 competition this year. The Executive with the help of the Instructors will do their best to schedule each group to stay for the awards ceremony according to the competition schedule.



Example: if Beginners dance last in the competition schedule, it will be Beginners that stay for the overall awards ceremony for that particular competition.

### **Recital**

Recitals are an important way for our club to share our students' talent and accomplishments with the community, friends and family. It is mandatory for all dancers to participate in the annual recital. And thus, it is mandatory for parents and members of the dance club to volunteer in the organization and overall execution of the recital. A volunteer duties list will be posted/emailed to the club closer to the end of dance season. Every family/parent must volunteer for one job. If not, the executive will assign your duty.

### **Photos**

Cupar Dance Club holds a photo and costume rehearsal day each year. All students are required to participate in the photos (while purchasing still remains optional). This is also a day where the students practice their dances with their costumes on, to see if any adjustments are required before the competition season starts.

### **Student Helpers**

Student helpers may be chosen by the instructor for some younger groups or larger classes. These helpers are volunteers and are chosen because they demonstrate dedication and leadership skills in their own classes. These students get first-hand experience in observing how to instruct dance.

### **Dance Camp**

Dance Camp is determined on a yearly basis by the instructor. A note will be put on the Facebook page and an email sent out about registration. This is optional for the students but is a great way to get the kids back into the swing of things at the end of the summer before classes begin. It is a great way for the kids to try out all forms of dance we offer.

### **Club Apparel**

Occasionally, club apparel may be available. If apparel is an option during the dance year, communication will be sent out via Facebook, email and WhatsApp.

### **Financial Support**

Cupar Dance Club is pleased to announce that we are now a service provider for Creative Kids. Creative Kids connects children and youth to unique, life-changing artistic and cultural experiences in their community. They provide financial support to Saskatchewan families so all kids have an opportunity to participate in creative activities like drama, art, dance, heritage, and music.

### **Communication**

For ease of communication, Cupar Dance Club has a Facebook page, email account, WhatsApp notifications page and website [www.cdc-dysart.com](http://www.cdc-dysart.com). The Facebook page is a closed



group so please request to join if you haven't already. This account was set up so that the club can share information on class schedules, cancellations, to post changes and share club and dancer accomplishments. It can also be used for costume/shoe sales, and for recital and competition information to be shared. If you do not subscribe to Facebook or do not have an email account, it is up to you to partner with someone that can share the information with you.

If there is a class cancellation a WhatsApp message will be sent to all registered users. It is a requirement for one family member to have this app for the current season. Additionally, when possible notifications may also be sent out by the Executive using Facebook or Email.

If you do have questions or concerns, please email the executive directly at [cupardanceclub@gmail.com](mailto:cupardanceclub@gmail.com)